

EPA		United States Environmental Protection Agency Washington, DC 20460		Work Assignment		Work Assignment Number <div style="text-align: center;">0-39</div>				
						<input type="checkbox"/> Other <input type="checkbox"/> Amendment Number:				
Contract Number <div style="text-align: center;">EP-C-09-027</div>		Contract Period <div style="text-align: center;">07/13/2009 - 03/31/2010</div>		Title of Work Assignment/SF Site Name <div style="text-align: center;">FHWA Monitoring Protocol (Detroit 2a)</div>						
Contractor <div style="text-align: center;">ARCADIS</div>		Specify Section and Paragraph of Contract SOW <div style="text-align: center;">Section A.1, A.2, B</div>								
Purpose: <div style="display: flex; justify-content: space-between;"> <div> <input checked="" type="checkbox"/> Work Assignment <input type="checkbox"/> Work Assignment Amendment <input type="checkbox"/> Work Plan Approval </div> <div> <input type="checkbox"/> Work Assignment Close-Out <input type="checkbox"/> Incremental Funding </div> </div>		Period of Performance From 7/8/09 To 03/31/10								
Comments: FHWA Monitoring Protocol (Detroit 2a)										
<input type="checkbox"/> Superfund		Accounting and Appropriations Data				<input type="checkbox"/> Non-Superfund				
SFO (Max 2): 22		Note: To report additional accounting and appropriations data use EPA Form 1900-69A.								
Line	DCN (Max 6)	Budget/FY (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 8)	Object Class (Max 4)	Amount (Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1										
2										
3										
4										
5										
Authorized Work Assignment Ceiling										
Contract Period:		Cost/Fee:		LOE: 0						
This Action:		64								
Total:		64								
Work Plan / Cost Estimate Approvals										
Contractor WP Dated:		Cost/Fee:		LOE:						
Cumulative Approved:		Cost/Fee:		LOE:						
Work Assignment Manager Name <div style="text-align: center;"> CN=Sue Kimbrough/OU=RTP/O=USEPA/C=US (Signature) 07/07/2009 (Date) </div>								Branch/Mail Code: Phone Number: FAX Number:		
Project Officer Name <div style="text-align: center;"> DIANE L PIERCE Diane L Pierce (Signature) 7/8/09 (Date) </div>								Branch/Mail Code: Phone Number: FAX Number:		
Other Agency Official Name <div style="text-align: center;"> RICHARD SHORES Richard Shores (Signature) 7-8-09 (Date) </div>								Branch/Mail Code: Phone Number: FAX Number:		
Contracting Official Name <div style="text-align: center;"> RENITA TYUS Renita Tyus (Signature) 7/8/09 (Date) </div>								Branch/Mail Code: CPAD Phone Number: 513-487-2094 FAX Number:		

STATEMENT OF WORK

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1 TITLE: FHWA Monitoring Protocol (Detroit 2a)

2 DATE: July 7, 2009

3 BACKGROUND

The Federal Highway Administration (FHWA) was involved in a legal action concerning the U.S. 95 Widening Project in Las Vegas, Nevada. In that action, the Sierra Club challenged FHWA's and the Nevada Department of Transportation's (DOT) assessment, presented in the National Environmental Policy Act (NEPA) environmental document, of impacts of mobile source air toxics (MSATs) from the proposed project. To resolve the situation, FHWA entered into a Settlement Agreement with Nevada DOT and the Sierra Club. The Settlement Agreement is provided as an attachment to this SOW (Attachment A – Appendix A of the Monitoring Protocol).

In this Settlement Agreement, FHWA agreed to undertake a research effort to characterize the impact and behavior of particulate matter with aerodynamic diameter less than 2.5 microns ($PM_{2.5}$) and MSATs near highways. As part of this Agreement, FHWA agreed to develop a "detailed protocol" outlining a uniform approach to conducting all studies for evaluating mobile source contributions to air toxic compounds and $PM_{2.5}$ and their dispersion patterns in up to five highway locations. In addition, FHWA was required under the Agreement to prioritize a list of potential study locations, or if necessary, prepare to conduct its own study at one highway location. The Agreement is intended to promote field measurement of the contribution of mobile sources to $PM_{2.5}$ and MSATs, but is not intended to characterize the potential human health impacts of public exposure to MSATs or $PM_{2.5}$.

- EPA's role in this effort is to partner with FHWA to bring about a successful monitoring program that meets the needs of FHWA and compliments the science needs of EPA.

4 PROJECT GOAL(S):

The objective of the research study is to determine Mobile Source Air Toxics (MSAT) concentrations and variations in concentrations as a function of distance from the highway and to

establish relationships between MSAT concentrations as related to highway traffic flows including traffic count, vehicle types and speeds; and meteorological conditions such as wind speed and wind direction. As such, the Near Road MSAT Study would be expected to provide data detailing concentrations and distributions of motor vehicle emitted pollutants including regulated gases, air toxics, and particulate matter. Specifically, the data will be used to address the following goals:

1. Identify the existence and extent of elevated air pollutants near roads.
2. Determine how vehicle operations and local meteorology influence near road air quality for regulated and air toxic pollutants.
3. Collect data that will be useful in evaluating and refining, if necessary, models used to determine the emissions and dispersion of motor vehicle related pollutants near roadways. **Note that the model evaluation and development is not included under this Statement of Work.**

To meet this objective, the research study will be conducted sequentially at up to three sites contingent upon the availability of funds. Site selection will be based upon geographic and climatic differences. The following sites have been tentatively selected:

1. Las Vegas, NC – Monitoring underway (EP-C-04-023, WA 4-36 and EP-C-09-027, WA 0-21)
2. Detroit, MI, as part of the US95 settlement agreement – Option 1 of this SOW.
3. Raleigh, NC, contingent upon availability of funding – Option 2 of this SOW.

5 APPLICABLE, CONTROLLING DOCUMENTS, AND WEB SITES:

“Monitoring Protocol”, Attachment A to this document.

Office of Environmental Information. *EPA Requirements for Quality Assurance Project Plans*, EPA QA/R-5, EPA/240/B-01/003, U.S. Environmental Protection Agency. March 2001.
<http://www.epa.gov/quality/qs-docs/r5-final.pdf>.

Office of Environmental Information. *Guidance for Quality Assurance Project Plans* (QA/G-5), EPA /240/R-02/009, U.S. Environmental Protection Agency. December 2002,
<http://www.epa.gov/quality/qs-docs/g5-final.pdf>.

Office of Research and Development. *Compendium of Methods for the Determination of Toxic Organic Compounds in Ambient Air Second Edition Compendium Method TO-11A Determination of Formaldehyde in Ambient Air Using Adsorbent Cartridge Followed by High Performance Liquid Chromatography (HPLC) [Active Sampling Methodology]*. EPA/625/R-96/010b, U.S. Environmental Protection Agency. January 1999,
<http://www.epa.gov/ttn/amtic/files/ambient/airtox/to-11a.pdf>.

Office of Air Quality Planning and Standards. ***Procedure for the Determination of Acrolein and Other Volatile Organic Compounds (VOCs) In Air Collected In Canisters and Analyzed By Gas Chromatography/Mass Spectrometry (GC/MS)***. EPA/68-D-00-264, U.S. Environmental Protection Agency. May 2005.
<http://www.epa.gov/ttn/amtic/files/ambient/airtox/sopacrolein.pdf>.

Office of Air Quality Planning and Standards. ***Final Acrolein Method Development Report and Standard Operating Procedure for the Determination of Acrolein in Ambient Air by Method TO-15***. Technical Memorandum, U.S. Environmental Protection Agency. September 2005.
<http://www.epa.gov/ttn/amtic/files/ambient/airtox/finacrolein.pdf>

Martin, Peter T., Feng, Yuqi. Wang, Xiaodong. ***Detector Technology Evaluation***. University of Utah, University of Utah Traffic Lab, November 2003. <http://www.mountain-plains.org/pubs/pdf/MPC03-154.pdf>

Office of Research and Development. Handbook for Preparing Office of Research and Development Reports. Third Edition. EPA/600/K-95/002. Washington, DC. August 1995.
<http://www.epa.gov/ORD/WebPubs/ordhandbook/handbook.pdf>

EPA's Quality System Web Page -- http://www.epa.gov/quality/qa_docs.html

EPA's Air Toxics Methods Web Page -- <http://www.epa.gov/ttn/amtic/airtox.html>

EPA's List of Designated Reference and Equivalent Methods --
<http://www.epa.gov/ttn/amtic/files/ambient/criteria/ref0706.pdf>

Traffic Detector Technology Evaluation Web Page -- <http://www.mountain-plains.org/pubs/html/mpc-03-154/index.php>

FHWA's The National Near Roadway MSAT Study Web Page --
<http://www.fhwa.dot.gov/environment/airtoxicsat/>

6 TECHNICAL REQUIREMENTS/TASK DESCRIPTION:

The technical basis for this effort will be the “Monitoring Protocol” – Attachment A. The contractor shall perform the Monitoring Protocol as described in Attachment A of this document. The contractor shall propose alternative methods/approaches that may yield cost-savings over the life of the project. These alternative methods/approaches should be construed as encompassing all aspects of the project. This SOW involves the field measurement components of the Monitoring Protocol. The laboratory analyses, data summarization and final report components of the Monitoring Protocol will be conducted under a follow-on contract mechanism.

Before this work is initiated the contractor shall meet with the EPA researchers to ensure that the objectives of this project and the resource boundaries are understood.

6.1 Option 1

6.1.1 Study Site/City Site Selection, Duration, and Preparation

The initial study site will be selected from the list found in Attachment B. After conferring with the EPA Work Assignment Manager (WAM), other EPA technical staff and technical representatives from FHWA, the final monitoring location shall be designated. The terms “location” and “site” shall be interpreted to include all four air monitoring stations that will be operated for the duration of this study as required by the specific needs of this project. The approximate start date for the field monitoring in Detroit is on or about April 1, 2010.

This SOW contains Section 6.2. This section describes possible future work in one other city: Raleigh, NC. For purposes of the work plan and budget for Option 1, Section 6.1, the contractor shall only provide a work plan and budget information for Option 1. Option 2 (Sections 6.2) may be exercised at a future time and contract period of performance.

6.1.1.1 Site Leasing

The contractor shall be responsible for negotiating all of the necessary leasing arrangements to operate this site for the duration of the study as required by the specific needs of this project. The contractor shall confer with the WAM and alternate WAM as to the terms and cost of the leasing arrangement to ensure leasing costs are consistent with the project budget and

that the terms of the lease provide adequate access to operate this site for the duration of the study as required by the specific needs of this project.

6.1.1.2 Site Operation Permits

The contractor shall be responsible for obtaining all of the necessary permits to operate this site for the duration of the study as required by the specific needs of this project.

6.1.1.3 Site Electrical Connections

The contractor shall be responsible for obtaining all of the necessary electrical connections/permits/inspections to operate this site for the duration of the study as required by the specific needs of this project.

6.1.1.4 Site Communications Connections

This element of the work will be initiated in a follow-on contract mechanism.

6.1.1.5 Site Security/Insurance

This element of the work will be initiated in a follow-on contract mechanism.

6.1.1.6 Field Deployment

While this element of the work—actual field deployment—will be initiated in a follow-on contract mechanism, the contractor shall provide an estimate of the cost for arranging for the transportation and deployment of the shelters from the Las Vegas site to the Detroit site. The contractor shall include in this cost estimate: 1) packing the instruments in boxes; 2) shipment of the shelters on flatbed trucks from Las Vegas to Detroit; 3) appropriate pads for setting-up shelters; 4) unpacking and “racking-up” the instruments; 5) instrument turn-on and calibration; 6) final inspection and acceptance (ensuring instrumentation is working properly) by EPA staff prior to actual site operation.

6.1.2 *Site Operation*

The Monitoring Protocol (Attachment A) calls for on-site ambient air quality monitoring to be conducted for a full year. It is anticipated that actual data collection will begin on or about April 1, 2010 and continue for a full year. Therefore, the contractor shall be responsible for site operations beginning on or about May 1, 2010. This schedule may change and is contingent

upon delivery of the air monitoring stations at the Detroit, Michigan site. Sections 6.1.2.1 thru 6.1.2.9 are sub-tasks of Site Operation and will be initiated in a follow-on contract mechanism.

6.1.2.1 Utility Costs

The contractor shall be responsible for payment of electricity and communication (data and phone) costs incurred at the Detroit air monitoring sites.

6.1.2.2 Pollutants of Interest

This element of the work will be initiated in a follow-on contract mechanism.

6.1.2.3 Data Completeness

This element of the work will be initiated in a follow-on contract mechanism.

6.1.2.4 Sampling Schedule

This element of the work will be initiated in a follow-on contract mechanism.

6.1.2.5 Sampling Schedule Verification

This element of the work will be initiated in a follow-on contract mechanism.

6.1.2.6 Calibration Gases

The contractor shall be responsible for ensuring appropriate calibration gases are made available for the duration of the study as required by the specific needs of this project.

Other compressed gases may be designated as being required in a follow-on contract mechanism.

6.1.2.7 Maintenance of Equipment

This element of the work will be initiated in a follow-on contract mechanism.

6.1.2.8 Supplies and Other Miscellaneous Equipment

This element of the work will be initiated in a follow-on contract mechanism.

6.1.2.9 Hardware/Software Operations/Communications

This element of the work will be initiated in a follow-on contract mechanism.

6.1.3 Traffic Monitoring and Vehicle Classification

This element of the work will be initiated in a follow-on contract mechanism.

6.1.4 Laboratory Analysis (including Chain of Custody)

This element of the work will be initiated in a follow-on contract mechanism.

6.1.5 Data Transfer, Storage and Reporting

This element of the work will be initiated in a follow-on contract mechanism.

6.1.5.1 Statistical Analysis

The Monitoring Protocol in Section 7.2 describes the statistical analyses that will be performed on the data. This activity will not be performed by this WA or any follow-on contract mechanism.

6.1.5.2 Emission Inventory Development

The Monitoring Protocol in Section 7.3 describes the development of an emission inventory. This activity will not be performed by this WA or any follow-on contract mechanism.

6.1.6 Quality Assurance Project Plan (QAPP)

The EPA WAM and other EPA technical representatives have developed a QAPP for the Las Vegas implementation of this project (EP-C-04-023, WA 4-36) and this QAPP shall form the foundation for the Detroit implementation with appropriate additions or changes included. This QAPP will include an addendum that addresses the laboratory analysis portion of this project. This laboratory analysis QAPP has been developed by NERL and their contractor for the Las Vegas implementation of this project.

This QAPP is a “living document” and as such may require modifications as required by the needs of this study. The contractor shall provide input and revisions to the QAPP as required by the needs of this study. The QAPP that results from this task will be included as an Appendix to the final report.

The contractor shall comply with all requirements as delineated on the “Quality Assurance Planning Requirements Form” and the NRMRL QA Requirements/Definitions List included with this effort (Attachment C). The work to be performed falls under the QA requirements for “**Sampling and Analysis**” projects, Category II (See Attachment C for outline

of requirements). See *EPA Requirements for Quality Assurance Project Plans*, EPA QA/R-5, EPA/240/B-01/003, March 2001, <http://www.epa.gov/quality/qs-docs/r5-final.pdf>. Additional guidance with regards to sampling and analysis QAPP requirements may be found in Chapter 2 of the Guidance for Quality Assurance Project Plans (QA/G-5), EPA /240/R-02/009, December 2002, <http://www.epa.gov/quality/qs-docs/g5-final.pdf>.

Work involving environmental data collection shall not commence until the quality assurance documentation has received official approval from the EPA Quality Assurance Staff.

6.1.7 Safety Plan

The contractor shall develop a Safety Plan as required by the needs of this study. The contractor shall coordinate development of this safety plan with the hosting site and the relevant technical representatives within EPA, FHWA, Nevada DOT and applicable agencies.

6.1.8 Project Reports

The contractor shall provide monthly reports as required by the specific needs of this study. Section 8 of the Monitoring Protocol (Attachment A) contains the relevant details.

6.2 Option 2

The contractor shall perform this Monitoring Protocol in Raleigh, NC contingent upon availability of funds. All of the tasks performed in Option 1 shall apply to Option 2. The contractor shall make appropriate adjustments to this option and the performance of the tasks based on lessons learned during the study carried out in Option 1 after consultation with the EPA WAM, other EPA technical staff and a technical representative(s) from FHWA.

7 DEFINITIONS:

Air Monitoring Station -- Air monitoring stations are shelters containing the air sampling instrumentation including the meteorological instrumentation, data logging hardware, software, communications and any other equipment and supplies as required by the specific needs of the *FHWA Detailed Monitoring Protocol*. For this project, air monitoring stations may be standard utility trailers or converted shipping containers.

8 REPORTING REQUIREMENTS

1. The EPA WAM and other EPA technical representatives have developed a QAPP for the Las Vegas implementation of this project (EP-C-04-023, WA 4-36) and this QAPP shall form the foundation for the Detroit implementation with appropriate additions or changes included to address site specific issues. This QAPP will include an addendum that addresses the laboratory analysis portion of this project. This laboratory analysis QAPP has been developed by NERL and their contractor for the Las Vegas implementation of this project. This QAPP is a "living document" and as such may require modifications as required by the needs of this study. The contractor shall provide input and revisions to the QAPP as required by the needs of this study. The specific details of the required QAPP are discussed in a previous section of this SOW.
2. The contractor shall schedule monthly conference calls with the EPA WAM during which task progress and issues will be discussed. The contractor shall summarize the notes from each of these conference calls in the form of an e-mail message to the EPA WAM.
3. The contractor shall provide monthly reports as required by the specific needs of this study. Section 8 of the Monitoring Protocol (Attachment A) contains the relevant details.

DELIVERABLES

1. The EPA WAM and other EPA technical representatives have developed a QAPP for the Las Vegas implementation of this project (EP-C-04-023, WA 4-36) and this QAPP shall form the foundation for the Detroit implementation with appropriate additions or changes included to address site specific issues. This QAPP will include an addendum that addresses the laboratory analysis portion of this project. This laboratory analysis QAPP has been developed by NERL and their contractor for the Las Vegas implementation of this project. The contractor shall provide input and revisions to the QAPP as required by the needs of this study. The specific details of the required QAPP are discussed in a Section 6.1.6 of this SOW. This QAPP shall comply with all requirements as delineated on the "Quality Assurance Planning Requirements Form" and the NRMRL QA Requirements/Definitions List included with this effort (Attachment C). The work to be performed falls under the QA

requirements for “**Sampling and Analysis**” projects, Category II (See Attachment C for outline of requirements). See *EPA Requirements for Quality Assurance Project Plans*, EPA QA/R-5, EPA/240/B-01/003, March 2001, <http://www.epa.gov/quality/qs-docs/r5-final.pdf>. Additional guidance with regards to sampling and analysis QAPP requirements may be found in Chapter 2 of the Guidance for Quality Assurance Project Plans (QA/G-5), EPA /240/R-02/009, December 2002, <http://www.epa.gov/quality/qs-docs/g5-final.pdf>. This QA/QC plan shall be provided to the EPA WAM in an MS Word format (1 electronic & 5 hardcopies).

2. The EPA QA Representative will provide written & oral comments to the EPA WAM and other EPA technical representative’s contractor within 6 weeks of the delivery of the QA/QC plan (Item 1 above).
3. The contractor shall prepare monthly reports as required by the specific needs of this study. These reports shall be provided to the EPA WAM in an MS Word format (1 electronic & 5 hardcopies).

The EPA WAM will provide written and oral comments to the contractor within 7 days of the delivery of the monthly report.

Summary of Deliverables		
Item	Description	Due Date
a	QA/QC Plan	To be developed by EPA WAM and other EPA technical representatives
b	Email Summaries	2-days after each conference call
c	Monthly Reports	10-days after end of month

9 SPECIAL TERMS AND CONDITIONS

Attachment	Contents
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A	Monitoring Protocol
B	Site Map
C	QA Requirements

Attachments Not Explicitly Included in Hardcopy

Attachment A Monitoring Protocol

Attachment B Site Map

Attachment C QA Requirements

**ATTACHMENT #1
TO THE STATEMENT OF WORK (SOW)**

NRMRL Quality Assurance (QA) Requirements

In accordance with EPA Order 5360.1 A2, conformance to ANSI/ASQC E4 must be demonstrated by submitting the quality documentation specified herein. All quality documentation shall be submitted to the Government for review. The Government will review and return the quality documentation, with comments, and indicate approval or disapproval. If the quality documentation is not approved, it must be revised to address all comments and shall be resubmitted to the Government for approval. Work involving environmental data collection, generation, use, or reporting shall not commence until the Government has approved the quality documentation. The quality documentation shall be submitted to the Government at least thirty (30) days prior to the beginning of any environmental data gathering or generation activity in order to allow sufficient time for review and revisions to be completed. After the Government has approved the quality documentation, the Contractor shall also implement it as written and approved by the Government. Any EPA-funded project/program may be subject to a QA audit.

TO BE SUBMITTED PRE-AWARD:

☐ **NRMRL's Quality System Specifications:**

- (1) a description of the organization's Quality System (QS) and information regarding how this QS is documented, communicated and implemented;
- (2) an organizational chart showing the position of the QA function;
- (3) delineation of the authority and responsibilities of the QA function;
- (4) the background and experience of the QA personnel who will be assigned to the project; and
- (5) the organization's general approach for accomplishing the QA specifications in the SOW.

☐ **Quality Management Plan:** prepared in accordance with R-2 - EPA Requirements for Quality Management Plans (EPA/240/B-01/002) March, 2001,
<http://www.epa.gov/quality/qs-docs/r2-final.pdf>

TO BE SUBMITTED POST-AWARD (mark all that apply):

☐ **NRMRL's Quality System Specifications:**

- (1) a description of the organization's Quality System (QS) and information regarding how this QS is documented, communicated and implemented;
- (2) an organizational chart showing the position of the QA function;

- (3) delineation of the authority and responsibilities of the QA function;
 - (4) the background and experience of the QA personnel who will be assigned to the project; and
 - (5) the organization's general approach for accomplishing the QA specifications in the SOW.
- ☐ **Quality Management Plan:** prepared in accordance with R-2 - EPA Requirements for Quality Management Plans (EPA/240/B-01/002) March, 2001, <http://www.epa.gov/quality/qs-docs/r2-final.pdf>
- ☐ **Category I or II Quality Assurance Project Plan (QAPP):** prepared in accordance with R-5 - EPA Requirements for QA Project Plans (EPA/240/B-01/003) March, 2001 <http://www.epa.gov/quality/qs-docs/r5-final.pdf>
- ☐ **Category III or IV QAPP:** prepared in accordance with applicable sections of the following NRMRL QAPP Requirements List(s) which is(are) included in this attachment:
- ☐ **QAPP Requirements for Measurement Projects**
 - ☐ **QAPP Requirements for Secondary Data Projects**
 - ☐ **QAPP Requirements for Research Model Development and/or Application Projects**
 - ☐ **QAPP Requirements for Software Development Projects**
 - ☐ **QAPP Requirements for Method Development Projects**
 - ☐ **QAPP Requirements for Design, Construction, and/or Operation of Environmental Technology Projects**

ADDITIONAL QA RESOURCES:

EPA's Quality System Website: <http://www.epa.gov/quality/>

EPA's Requirements and Guidance Documents: http://www.epa.gov/quality/qa_docs.html

(ATTACH APPROPRIATE QAPP REQUIREMENTS HERE)